

Minutes from a Meeting of the Concordia Council on Student Life

Held on January 25th 2008

SGW Campus AD 308, 10:00 a.m.

PRESENT: Mr. Roger Côté, Chair, Mr. David Baker, Secretary, Ms. Katie Sheahan, Dr. Sup Mei Graub, Ms. Louyse Lussier, Ms. Brigitte St-Laurent, Ms. Melanie Drew, Ms. Laura Stanbra, Ms. Anna Barrafato, Dr. Fran Shaver, Mr. Elie Chivi, Mr. Noah Stewart, Ms. Leah del Vecchio, Ms. Ruirui Zhu, Mr. Jermaine McFarlane, Mr. Zach Battat, Mr. Majid Behbahani, Mr. Jae Woo Kim, Ms. Daniela Caputo, Ms. Claudie Boujaklian, Mr. William Curran, Ms. Lina Lipscombe, Ms. Marilyn Lessard, Ms. Jane Hackett, Ms. Rose Wangechi, Mr. Jean Crevier, Mr. Jonathan Elston

ABSENT WITH REGRETS: Mr. Owen Moran, Dr. Monica Mulrennan, Ms. Katherine Hedrich, Ms. Lorraine Toscano

1. APPROVAL OF AGENDA

The Chair called the meeting to order. Ms. Lussier moved to approve the agenda and Ms. Sheahan seconded the motion,

The motion passed unanimously.

2. REMARKS FROM THE CHAIR

The Chair informed Council that he has been appointed Acting Vice-President Services during Mr. Di Grappa's appointment as Interim President. Ms. Sheahan has taken on additional management responsibilities for the Student Services sector and Ms. Healey has taken on additional management duties for the Enrolment sector. However, he will remain Acting Dean of Students until the arrival of the new Dean of Students, Ms. Elizabeth Morey, at the end of February.

3. APPROVAL OF MINUTES FROM THE MEETING OF NOVEMBER 30, 2007

Ms. del Vecchio moved to approve the minutes and Mr. Stewart seconded the motion.

The motion passed unanimously.

4. BUSINESS ARISING FROM THE MINUTE

4.1 Letter to Board of Governors Regarding Ideal Profile of President and Vice-Chancellor

The letter sent from the Chair on behalf of CCSL to the Board of Governors, concerning the Ideal Profile of President and Vice-Chancellor was distributed to Council. Included in the letter were CCSL's comments that the profile for an ideal president should include experience in student life issues and experience in collective bargaining.

5. REPORTS AND ITEMS OF INFORMATION

5.1 Off-Campus Housing and Job Bank Presentation

A presentation was given by Mr. Jonathan Elston from the Off-Campus Housing and Job Bank (HOJO). As 15 000\$ is allocated to HOJO by CCSL yearly, this group presents a report to CCSL on its activities on a bi-annual basis. Mr. Elston said that they are considering opening a location on the Loyola campus and that will necessitate the hiring of a new staff-person. Ms. Stanbra said that as additional work-study funding earmarked for international students has been secured she suggested that Mr. Elston contact her to see if the work-study program could be of assistance. It was noted that HOJO is requesting additional funding from CCSL and Ms. Sheahan asked if the additional funding request was to be used for the opening of the new location at Loyola. Mr. Elston replied that the additional funding would go to their daily operations and not directly to the Loyola branch of HOJO.

5.2 Update on CCSL Sub-Committees

- **CCSL Committee on Alternative Revenue Generation:**

Dr. Graub reported that she has replaced Ms. Drew as Chair of this committee and that Ms. Hackett has joined the committee. The committee has met several times and is in the process of reviewing possible options of securing alternative funding. Although one of the options in the original report was to lobby the government for additional funding, it was noted that CREPUQ is currently preparing a proposal to MELS to request an increase to the government grant allocation for student services. Therefore, the committee will provide updates on this process. The committee also reviewed the benefits of corporate funding and/or event sponsorship as an incremental approach to funding. However, it was noted in order to offset the student services fee by one dollar, over 7 40 000\$ in sponsorship would be required and that is not viable at this time. At the suggestion of Noah Stewart, Dr. Graub agreed the committee will also review the feasibility and benefits of benchmarking the government grant with a sampling of universities whose profiles are comparable to Concordia. The committee continues to meet and will update CCSL at the next meeting.

- **CCSL Committee on Communications & Awareness Raising of the Student Services Sector:**

Ms Sheahan said the committee has met several times. The committee stressed the importance of ensuring that students are aware of what their student services fee provides them in terms of service and value to their education and their university experience. The responsibility of Student Services is to come up with new and innovative ways to get the information out to the student. The committee discussed the draft recommendations from the key concepts discussed at the previous CCSL meeting. Ms Sheahan noted there is no cohesiveness or “branding” for student services and that is a problem for the sector. The “student services brochure” was the only publication for the whole of student services and the concern was raised if this publication was visible enough on campus. It was suggested that the brochure be easily available to the faculties, distributed in classes, and available on distribution racks on both campuses. In an effort to be more sustainable ads

could be placed in student newspapers and the brochure could be available on the web. The committee is considering conducting a review of current Student Services websites as well as comparing our websites to other universities to see where improvements can be implemented. The committee is also in the process of preparing a "Student Services Survey" which will be a tool to assess and understand the level of awareness of student services by students.

- **CCSL Awards Committee:**

Ms. Lussier mentioned that the CCSL Awards have been in existence for 30 years. The awards are given for excellence in teaching and outstanding contributions made by student or staff. The nomination forms will be available in the first week of February and the deadline for submission is March 7th. The award ceremony will be held on March 28th. Ms. Lussier mentioned that the committee still did not have a faculty representative. Dr. Shaver will discuss with Dr. Mulrennan which one of them will sit on the committee.

- **CCSL Special Projects**

Ms. Lussier gave an update on Special Projects allocations that were made in the previous semester. A record 54 projects were submitted in the Fall with eleven of these projects still pending. 54 000\$ was allocated in the Fall semester and Ms. Lussier reported that the Dean of Students Office had received several projects for the winter semester.

6. STUDENT LIFE ISSUES

6.1 Update on Extended Library Hours

Mr. Curran mentioned that the Library hours for the spring exam period will be extended to three weeks, from April 7th and ending April 25th. Mr. Curran would like an update from the CSU if this extension is reasonable. The access would not be restricted. If restricted access is a priority, the public would have to be notified since the University is a public institution. Mr. Stewart said that Mr. Shandell Jack will continue to communicate with Mr. Curran regarding the extended hours.

6.2 Renovations to Recreation and Athletics Facilities at Loyola

A presentation was given by Ms. Sheahan regarding the proposed renovations of Recreation and Athletics. The renovations will be done in several stages, dependant on fundraising efforts.

6.3 Emergency Financial Assistance to Students

Ms. Stanbra reported that there were three fires in Montreal over the holidays that adversely affected 20 Concordia students. The Undergraduate Awards Office, working in co-operation with the Multi-Faith Chaplaincy and the Bookstore, reacted swiftly and coordinated emergency efforts to assist these students which included emergency bursaries, food vouchers and replacement text-books. Faculties were asked to give academic consideration to the students affected.

6.4 Take the Stairs Campaign

In regards to the proposal to hang or paint artwork in the staircases Ms. Boujaklian confirmed that there was no problem if artwork was painted directly on the walls. However, if artwork was hung in the staircases, Facilities Planning would need assurance that the artwork would be made from fire retardant material. She reminded Council that the stairwells are emergency exits in case of fire or any other emergency. The Chair asked that the Wellness sub-committee report back at the next CCSL meeting with any updates on the project.

7.1 NEW BUSINESS

Ms. Zhu distributed proposed changes to the poster policy. The Chair suggested that this proposed changes to the existing policy could be reviewed at the next CCSL meeting.

Noah Stewart invited the members of CCSL to join him for a tour of the newly renovated Hive space in the Loyola Campus Centre.

8. NEXT MEETING

The next meeting is scheduled for March 7th 2008 in SGW H-769.

9. TERMINATION OF MEETING

Ms. Zhu motioned to adjourn. Mr. Battat seconded the motion.

The motion passed unanimously.